

Rosebud County

MONTANA LAND INFORMATION GRANT APPLICATION

STATE FISCAL YEAR 2019

(Please fill this section out in it entirety)

January 12, 2018

Proposal Information	
Date Submitted:	February 15, 2018
Identified Grant Priority:	III. <u>Improve Land Records</u> a. iii. Development and enhancement of administrative boundaries, including but not limited to data layers recognized by the MSDI Administrative Boundaries Theme.
Annual or Multi-Year Proposal:	Annual Proposal
Proposal Prepared By:	Rosebud County
Short Title of Proposal:	Digitizing County Commissioner Boundaries
Executive Summary <p>Many Eastern Montana counties should have their County Commissioner boundaries digitized and analyzed by districting software to determine the size of each district and the population of each district, in order to show the county is in compliance with MCA 7-4-2102. The digitized boundary can then be used to determine compliance after the 2020 census is complete. Since there are many Counties in Eastern Montana that do not have GIS capabilities, it will be more cost effective to have one contractor perform the digitizing and statistical analysis for many counties under this grant proposal. We would like to make this digitizing and analysis project available to 10 counties in Southeastern Montana.</p>	
List All Past Awarded MLIA Grants: <p>None</p>	

Funding Partners: <i>(required for each partner, copy box as needed)</i>	
Name of Contact:	To Be Determined
Name of Agency:	
Street:	
City:	
County:	
State:	
Zip Code:	
Contact Email Address:	
Contact Phone Number:	

SECTION 2 – RELEVANCE

Less populated Counties in eastern Montana have been using paper maps (and in some cases just general knowledge) when required to determine which Commissioner district a candidate or individual resides. Many Counties have never determined the exact area and population of their Commissioner districts, and do not have the means to do so. Consequently, the State Library does not have a complete layer of the County commissioner boundaries in Montana. This project proposal meets the criteria for gathering these data, and disseminating them to the State Library and to the County employees that rely on accurate boundary information. The sustainability will be shown by the Counties ability to use the boundary information upon completion of the 2020 Census to ensure compliance of **MCA 7-4-2102** . This project proposal will clearly further the Land Information Plan under category III, Improve Land Records

SECTION 3 – PUBLIC BENEFIT

This project proposal demonstrates a benefit for as many as 10 individual Counties and will be incorporated into the MSDI theme layer of Administrative Boundaries. The finished data will benefit the elected county officials and employees by allowing them the access to accurate boundary data, which in turn will benefit the citizens in each of the 10 counties.

SECTION 4 – PROJECT MANAGEMENT AND ORGANIZATIONAL CAPABILITY

The Rosebud County Clerk and Recorder will contact other Clerk and Recorders in Southeastern Montana Counties to inform them of the MLIA grant project, and determine which counties, if any, have already digitized their County Commissioner boundaries. The individual Clerk and Recorders will then be asked to locate the resolution creating the district boundaries, and then send the metes and bounds contained in the resolution to the contractor. Once 10 counties have signed on to the project, a list of the participating counties will be submitted to the State Library and MLIA Council.

SECTION 5 – SCOPE OF WORK

Rosebud County was required by the District Court to have their current Commissioner Districts digitized and analyzed for area, non-native population, and native population. A consultant was hired for the digitizing and analysis, and within a few weeks the results were presented to the District Court judge, who then signed off on the district boundaries. The scope of work for the surrounding ten counties would basically be the same. Each county would send their metes and bounds, for their current Commission district boundaries, to the consultant, and in return would receive the digitized boundaries, along with the statistical analysis.

1. Goals and Objectives – To create a regional GIS project for Counties in Southeast Montana. The Objective is for each county to work with the consultant to facilitate the digitizing of the Commissioner districts from the metes and bounds. The consultant will provide each county with the digitized boundaries and associated statistical analysis.

2. Tasks or Activities – Each of the ten counties will have to research the location of the Commissioner resolution creating their current Commissioner district boundaries. The resolution should contain the metes and bounds of the boundaries, however, if they are not included with the resolution, then the Clerk and Recorder will have to do additional research to locate the metes and bounds. Once located, the metes and bounds will be sent to the consultant for digitizing and analysis.

3. Project Schedule – Starting July 1, 2018, the counties will search for the district boundary metes and bounds. The consultant will begin digitizing and analysis once the first metes and bounds are received. Counties that take longer to find their metes and bounds will be digitized in the order they respond. The consultant expects to be able to digitize and analyze at least one county per month, which would result in the project being finished within the one year project timeline.

SECTION 6 – BUDGET JUSTIFICATION AND BUDGET TABLE

Rosebud County paid a Consultant \$1,950 for digitizing the Commissioner districts and the associated analysis. The counties involved with this project will be able to use \$975 dollars of their MLIA funds (account #2859) for the match.

STATEMENTS OF SUPPORT

Please accept the attached letters of support from the Montana Clerk and Recorders Association, the Montana Association of Counties, and from Representative Geraldine Custer, HD39.

MLIA GRANT BUDGET SUMMARY TABLE

MLIA GRANT BUDGET SUMMARY							
	MLIA Summary	Applicant Summary			Funding Partner Summary*		
Category	MLIA Share	Applicant Cash	Applicant In-Kind	Applicant Subtotal	Funding Partner 1	Funding Partner 2	MLIA Share, Applicant Subtotal, Partner Subtotal
a. Personnel							
a. 1. Fringe Benefits							
b. Travel							
c. Equipment							
d. Supplies & Materials							
e. Contractual	\$9,750						\$9,750
f. Other							
Total	\$9,750						\$9,750
							\$19,500

SECTION 8 – AUTHORIZING STATEMENT

Authorizing Statement

I hereby certify that I have read the application and the information and all statements in this application are true, complete and accurate to the best of my knowledge and that the project or activity complies with all applicable state, local and federal laws and regulations.

I further certify that this project will comply with applicable statutory and regulatory standards.

I further certify that I am (by my signature) authorized to enter into a binding agreement with the Montana State Library to obtain a grant if this application receives approval.

Joan Duffield

Name (print or type)

Rosebud County Clerk & Recorder

Title (print or type)

Joan Duffield

Signature and Title of Authorized Representative(s) of Public Entity Applicant

2/15/18

Date

SECTION 9 – CHECKLIST – SIGNATURES REQUIRED

Applicant's Project Manager, defined Section 1, must initial in ink or mark 'n/a' if a section is not applicable.

Initial or mark n/a	Completed Required Task
✓	Proposal Prepared by an outside party – I have read this document in its entirety. <i>(if applicable)</i>
✓	Section 1 – Applicant, Partner, and Proposal Information
✓	Primary Applicant Information
✓	Funding Partner <i>(if applicable)</i>
✓	Proposal Information
✓	List All Past Awarded MLIA Grants
✓	Section 2 – Relevance <i>(300 max word limit)</i>
✓	Section 3 – Public Benefit
✓	Section 4 – Project Management
✓	Section 5 – Scope of Work Narrative <i>(4-page limit)</i>
✓	Section 6 – Budget Justification Narrative and Table <i>(3-page limit)</i>
✓	Budget Justification Narrative
✓	Complete Budget Table
✓	Section 7 – Funding Partner Statements of Support <i>(if applicable)</i>
✓	Section 8 – Renewable Grant Accountability Narrative <i>(if applicable)</i>
✓	FY2018 Grantee Report <i>(if applicable)</i>
✓	Past MLIA Grant Project Narrative <i>(if applicable)</i>
✓	Section 9 – A Signed Authorizing Statement